

**TOWN OF GRANBY  
BOARD OF FINANCE REGULAR MEETING MINUTES  
OCTOBER 22, 2012**

**PRESENT:** Michael Guarco, Chairman; Gordon Bischoff, Francis Brady, Robert Clark, Frederick Moffa, O.D.; and Al Wilke

**Also present:** William F. Smith, Jr., Town Manager; Alan Addley, Superintendent of Schools; and Harry Traver, BOE Business Manager

Chairman Guarco stated there was a quorum and called the meeting to order at 7:30 p.m.

**MINUTES**

The Board reviewed the minutes for the meeting of June 25, 2012 before taking action.

On a **MOTION** by Gordon Bischoff, seconded by Al Wilke, to approve minutes of June 25, 2012, the Board voted unanimously (6-0-0) to approve the minutes as presented.

**STATEMENTS OF ACCOUNTS**

Town Manager Smith noted that the July, August and September Budget Operations were distributed. Town Manager Smith reported tax collections are at 54%. This is consistent the with past four years of reporting. Everything is pretty much on target. The State Revenue Sharing shows an excess because an excess distribution was identified by the State and made. The short-term investment account will not meet budget even though it has been reduced for the past couple years.

Confirmation from the federal government has been received that the reimbursement for expenses occurred from Storm Alfred are acceptable. It is anticipated this reimbursement should be received soon.

Harry Traver, BOE Business Manager, highlighted the Statement of Accounts dated September 11, 2012 and the June 30, 2012 report. He indicated approximately \$121,000 will be returned to the town. Utilities savings were used to offset other accounts that were over expensed. When inquired about expenditures in the maintenance account, Mr. Traver indicated these expenses (repairing a baseball field and repairing a handicap lift at Kelly Lane School) were planned for.

Mr. Traver reported from the September 11, 2012 report that the certified salaries shows favorable. Out placement costs shows \$50,000 favorable. Teaching Assistants are below budget.

There are approximately 2,112 students enrolled this year, which are 32 students less than in 2011. There will be SPED Excess Costs of \$100,000 for one student. The Business Manager discussed how this might be tracked for the statement of accounts.

The expansion in the Quality and Diversity Fund includes the expense for all-day kindergarten school. Increases of expenses are offset by increased revenues. The Board and Superintendent of Schools agreed this is a sensitive issue and needs to be expressed so that the taxpayer understands the reporting.

## **REVIEW OF 6/30/2012 GENERAL FUND BALANCE PROJECTION**

The Board reviewed the preliminary fund balance analysis estimate as of 6/30/2012 of \$834,073 with a note indicating reimbursement from the federal government for Storm Alfred would bring the fund balance to a little over 5%.

Chairman Guarco asked about a model update and Town Manager Smith indicated he would work on the model.

## **INFORMATION ABOUT FUNDING HOLCOMB FARM OPERATION**

The Holcomb Farm operation is a work in progress. A preliminary budget was developed and approved by the Board of Selectmen to appropriate the amount of \$65,480 from the P&R Program Events fund to work the farm for this fiscal year. The town expects to receive about ½ of the budget from rents and user fees. Any unused budget amounts will stay in the P&R Program Events fund.

All agreed that the Holcomb Farm is a good asset for the community. Town Manager Smith indicated an independent analysis plan is being requested as a first step to identify possible uses for the Board of Selectmen to draw on for further analysis of the suggestions by public or committee input.

## **MUNICIPAL ADD-BACK STAFFING PLAN**

Town Manager Smith indicated the municipal add-back staffing plan memo was for information to the Board of Finance that shows a strategic plan to address add-back staffing over several years.

The Board of Finance discussed a few other issues. Highlights are:

1. Libraries are being used and frequented more during economic hard times. We need to keep the libraries open.
2. The Evonsion Farm clean up may cost up to \$300,000. The barns and house will be removed.
3. The Charter revision approval vote involves two questions that will be voted on November 6, 2012. The first question asks for approval of all the revisions of the Charter except for the annual town budget procedure. The second question deals in how the annual town budget will be approved by the residents.

### **CONFIRM DATE OF NEXT MEETING**

The next regular meeting is scheduled for November 26, 2012 at 7:30 p.m. in the Police Department Community Room.

### **ADJOURNMENT**

On a **MOTION** by Al Wilke, seconded by Francis Brady, the Board voted unanimously (6-0-0) to adjourn the meeting at 8:55 p.m.

Respectfully submitted,

Patricia I. Chieski  
Recording Secretary